

BOARD OF DIRECTORS – ACTION SUMMARY
Wednesday, September 28, 2005 – 6:00 p.m.

Administration Building
2101 Hurley Way, Sacramento, CA

METRO CABLE 14 ANNOUNCEMENT

The Meeting is videotaped for cablecast on Metro Cable 14. Replay on Thursday, September 29 at 7:00 p.m. and Saturday, October 1 at 1:00 p.m. on Channel 14; Webcast at www.sacmetro cable.tv. A VHS copy is also available for checkout from any library branch.

CALL TO ORDER

The meeting was called to order by President Granados. Board Members present: Duveneck [6:07 p.m.], Engellenner, Goold, Granados, Kelly, Lawson, Trujillo, Valley. Director Jones, absent. Staff: Fire Chief Martinez, Board Clerk Tilson.

PLEDGE TO FLAG led by Boy Scouts Troop 55.

AWARDS – (Haverty)

Assistant Chief Haverty presented an overview of the life saving incidents.

- A. Civilian Award—Life Saving Commendation—Eddie Joe Curry**
Not present. Presentation at another time, possibly at his workplace.

Mr. Curry pulled an unresponsive man from the bottom of a swimming pool and administered artificial respiration while others called 9-1-1. Engine 61 arrived and the victim was conscious and alert. The actions of Mr. Curry were attributed to saving the man's life.

- B. Civilian Award—Life Saving Commendation—Darren Brown, Isabelle Tabacote, and Scott Green**

All three individuals were in a Barnes and Noble Book Store and worked as a team to provide CPR to a 5-month old infant who was not breathing and had no pulse. The Rescue Company arrived and took over care. The infant was revived and breathing at the hospital. Their actions greatly increased the infant's chance at survival.

Fire Chief Martinez presented the Commendation plaques to Darren Brown, Isabelle Tabacote, and Scott Green in recognition of their life saving actions.

- Family and friends were present on behalf of the recipients.

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON THE AGENDA

Bill Berry referred to his letter distributed to the Board, expressing gratitude to all the District personnel who responded to the fire incident at his home on August 7.

CONSENT AGENDA:**1. Board Meeting Action Summary—September 14, 2005**

Director Lawson stated this is an anniversary month of a horrific event on 9-11 and requested a moment of silence at the end of the meeting to honor those in protective services that served on that day and who are no longer with us.

- **Board Action:**
Kelly/Trujillo—approve the Consent Agenda. Directors Duveneck, Engellenner, Goold, Granados, Kelly, Lawson, Trujillo, Valley, AYE. Director Jones, absent. Motion carried.

ACTION ITEM(S)**1. Fuel Tracking Policy—(Ritter)**

- Two-page staff report and draft policy presented.
- Policy Committee recommended implementation of the policy this evening with the following minor modifications.
 - Monthly reporting.
 - Additional comment column added to the form to explain any unusual use of fuel.
- Distributed draft Fuel Tracking Summary Report – quarterly report to be submitted to the Finance Committee.
- Fiscal impact currently unknown – the staff time required to submit, retrieve, query, quantify and report this information is unknown but projected to be substantial.
- Discussion pro and con: staff time impact, tremendous amount of work and cost involved in collecting data; rising high cost of fuel necessitates a need to track usage; identify a cost-effective cap; common practice in organizations; a need to be fiscally responsible and control budget costs.
- Karen Klinger questioned the cost of implementing the fuel tracking process and utilizing staff time.

- **Board Action:**
Lawson/Kelly—approve the policy and reevaluate in one year. Directors Duveneck, Granados, Kelly, Lawson, Trujillo, Valley, AYE. Directors Engellenner and Goold, NO. Director Jones, absent. Motion carried.
- Deputy Chief Ritter anticipated mid-January for submittal of a Summary Report to the Finance Committee.
- Ms. Harrington requested the tracking cost after the first quarter and was informed that staff will be gathering the information.

2. Resolution No. 35-05—Surplus Vehicle Designation—(Ritter)

- Director Granados received an e-mail from the International Fire Chiefs Association looking for departments with surplus equipment to give first preference to fire departments who lost their equipment in the hurricanes.
- Fire Chief Martinez stated we will call the U.S. Fire Administration call center and let them know what we have. If they want any of the equipment, we will try to work out a way to get it to them.
- Staff recommended Resolution No. 35-05 declaring 11 fleet vehicles as surplus be adopted.
- **Board Action:**
Goold/Engellenner—adopt the Resolution. Directors Duveneck, Engellenner, Goold, Granados, Kelly, Lawson, Trujillo, Valley, AYE. Director Jones, absent. Motion carried.

3. Addition of Two Fire Investigator Positions to the Staffing Document and Funding—(Trujillo)

- Referred to the full Board for approval of hiring two additional Fire Investigators, as recommended by the U.S. Fire Administration Final Report.
- Fire Chief Martinez stated upon authorization by a majority of the Board, the two positions will be placed in the budget with the understanding the positions will not be filled immediately until the interview process is completed.
- **Board Action:**
Trujillo/Kelly—authorize and fund the hiring of two additional Fire Investigator positions. Directors Duveneck, Engellenner, Goold, Granados, Kelly, Lawson, Trujillo, Valley, AYE. Director Jones, absent. Motion carried.

4. Schematic Plans for Fire Station No. 68—(Horel)

- Introduction of two principals of the lead design consultant group, Tyler Babcock and Dan Dameron of MFDB Architects.
- A use permit application must be filed with the City of Rancho Cordova to initiate the formal planning process for a proposed new fire station located on 2.8 acres on Anatolia Drive within the Sunridge development, south of Douglas Road and east of Sunrise Boulevard. An essential element of the application is a set of drawings or schematic plans that depict the scope and nature of the proposed project.
- Background history provided with planned completion of the new Metro Fire Station No. 68 in the fall of 2007. The project utilizes the Board approved standard 3:10 type (3 bay with 10 bed) fire station plan similar to Station 32 currently under construction at Hazel and Roediger; in addition, it includes a metal building designed to accommodate the storage of up to six (6) emergency apparatus vehicles.
- Proposed schematic plans for the new Metro Fire Station No. 68 were presented for review.

Fiscal Year 2005/06 budget includes \$250,000 to cover the cost of completing the design, bid documents, and permit fees for Station 68. The estimated range of cost for construction of the fire station in accordance with the planned schedule is as follows:

Station 68: \$5.7-\$6.1 million

Probable construction cost includes an escalation factor of 0.75%/month (9% per year) to the mid-point of construction. The cost of construction will be included in the 2006/07 FY budget. Refined cost estimates will be developed for Board review in advance of the bid process.

- Discussion included:
 - The finance plan will be presented with the Economic Planning and Development Report.

There is enough cash on hand to build three stations by the end of the year.
 - Based on today's cost, the 20-year plan is anticipated at \$150 million - impact development fees can be adjusted incrementally to stay in line with cost and can only be used for station construction.

- There is a potential for changes by the City of Rancho Cordova as a result of the special use permit process.

This station design has the greatest amount of flexibility to fit into the surrounding community. The District is amenable to appropriate changes but, at the same time, it is concerned with cost.

- Build the stations most needed on a priority basis.

New stations should be built in accordance with the needs assessment to assure service is provided to communities with new home construction such as this area.

- Recommend the Board of Directors approve the schematic plans for fire station 68 and authorize staff to submit the plans to the City of Rancho Cordova as attachments to the use permit application and to initiate subsequent design phase work.
- **Board Action:**
Valley/Lawson—approve the staff recommendation. Directors Duveneck, Engellenner, Goold, Granados, Kelly, Lawson, Trujillo, Valley, AYE. Director Jones, absent. Motion carried.

PRESENTATION ITEM (S) None.

RECESS TO CLOSED SESSION 7:30 PM

[Taken out of Order After Action Item #4]

RECONVENE TO OPEN SESSION 8:25 PM

Report by President Granados:

CLOSED SESSION GOVERNMENT CODES:

1. **PERSONNEL MATTERS**
Pursuant to California Government Code Section 54957
 - a. Fire Chief Selection Process

The Board met with the Fire Chief and consultant to discuss the selection process occurring on Saturday, October 1. No action was taken.

PRESIDENT'S REPORT—(Granados)

- Toured Station 32 last Tuesday; construction progressing on schedule.
- Check on the vehicles declared as surplus and see if we can provide any to the hurricane impacted areas.

FIRE CHIEF'S REPORT—(Martinez)

- Sunrise/Douglas property for Station 68 closed escrow. In the process of putting up signage identifying the property as the future site of a Metro Fire station.
- Memorial service for retired Arcade Fire Department dispatcher, Ray Martire, Monday, October 3 – 10 a.m., Calvary Catholic Cemetery and Mausoleum, Citrus Heights.
- Staff is working on a draft resolution with the County of Sacramento to donate the Station 111 property and building once it is declared surplus in the future.
- Firefighter Brian Dunlap of Camp Pendleton Fire was killed in Iraq. He was from Sacramento and his family still resides here. The District and Local 522 are working with his family on some arrangements for the funeral.
- October 14 – Counsel Don Price's last day but he has offered to work with staff until the District selects a new General Counsel.
- Items to review with the new Fire Chief are being assembled. Transition process to begin as soon as the new Fire Chief is identified.

GENERAL COUNSEL'S REPORT—(Price) None.**COMMITTEE AND DELEGATE REPORTS:****Executive Committee—(Granados)**

- Next Meeting: TBD

Communications Center Delegate—(Engellenner)

- Next meeting: October 25, 2005 – 10:30 p.m.

California Fire & Rescue Training Authority—(Goold)

- Received presentation on meeting of September 23.
- Next meeting: TBD

Finance Committee—(Jones)

- Next meeting: October 12, 2005 – 5:00 p.m.

Policy Committee—(Trujillo)

- Received presentation on today's meeting.
- Next meeting: October 26, 2005 – 5:00 p.m.

BOARD MEMBER QUESTIONS AND COMMENTS:**Granados:**

- Special Board Meeting--October 1, 2005, 9:00 a.m. – Closed Session on the Fire Chief Selection Process.

Board Members:

- Thanked the Boy Scouts for the Flag presentation.

Duveneck:

- May not be in attendance at the next meeting – possible deployment to the Gulf Coast area for a two-week time period.
- Thanked Fire Chief Martinez for his work over the years in representing the District.

Goold:

- Thanked Fire Chief Martinez for doing an outstanding job in representing the District.
- Thanked all personnel who do their job everyday.

Kelly:

- Looking forward to interviewing the individuals that are a part of this organization who have come forward with the desire to lead.
- Expressed appreciation to Fire Chief Martinez for all his work and representing this organization at national disasters. It is nice to know that Metro is so well respected.

Trujillo:

- Echoed the same comments.
- Welcomed Fire Chief Martinez back and thanked him for representing the District so well.
- Looking forward to the Fire Chief interview process. We have some excellent candidates.

Lawson:

- Thanked Fire Chief Martinez and the deployment team that went with him.
- Talked with Counsel Price last week on proposed language. Based upon an action taken by the Sacramento School Board, will be submitting a resolution in opposition to Prop 75 at the next meeting.
- Extended best wishes in retirement to Fire Chief Martinez, Counsel Price, Deputy Chief Plessas, and Assistant Chief Hartley for their service to Metro Fire.

Valley:

- Suggested some type of station dedication for the several Chiefs of the 18 different districts comprising Metro Fire that will be forgotten otherwise; plaques or a station memorializing the groups who served various communities.
- Fire Chief Martinez has represented our District so well. Extended an invitation to return and help in times of emergency. Thanked him for a job well done. Appreciated all the firefighters that represented the District in the other states with terrific problems.

ADJOURNMENT – Moment of silence observed in honor of those in protective services who served on 9-11 and are no longer with us.

Meeting adjourned at 8:45 p.m.

Gregory A. Granados, President

Matt Kelly, Secretary

Charlotte Tilson, Clerk of the Board